

SECTION 011000 - SUMMARY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes the following:
 - 1. Project information.
 - 2. Work covered by Contract Documents.
 - 3. Phased construction.
 - 4. Work by Owner.
 - 5. Work under separate contracts.
 - 6. Access to site.
 - 7. Coordination with occupants.
 - 8. Work restrictions.
 - 9. Specification and drawing conventions.
- B. Related Sections include the following:
 - 1. Division 01 Section "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

1.3 WORK COVERED BY CONTRACT DOCUMENTS

- A. Project Identification: Clayton Elementary School Renovations
 - 1. Project Location: Clayton Elementary School, 510 West Main Street, Clayton, Delaware 19938
- B. Owner: Smyrna School District
 - 1. Owner's Representative: Mrs. Deborah D. Wicks, Superintendent
- C. Architect: Fearn-Clendaniel Architects, Inc.
- D. The Work consists of the following:
- E. Architectural Statement:

1. Fearn-Clendaniel Architects, Inc. has been retained to provide professional design services for renovations to the existing Clayton Elementary School. The existing school is a one story masonry building that is approximately 55,105 square feet. The original building was built in 1930 with additions in 1954, 1995, and 2006.
- F. Scope of Work by Discipline: (See project Alternates indicated on drawings for scope adjustments)

1. **SITE:**

- a. **Utilities:** Fire service piping will be installed as required for the building renovations.
- b. **Cutting and Patching:** Required for routing of fire service piping at existing asphalt and concrete sidewalks and relocation of sidewalk to bypass footprint of new Fire Pump room Addition.
- c. **Erosion and Sediment Control:** Provide erosion and sediment control measures for all disturbed areas. Erosion and Sediment Control measures may include a combination of the following: inlet protection, silt fencing, straw mulching, erosion control matting, and sediment traps.

2. **ARCHITECTURAL:**

- a. **Design Concept:** Fearn-Clendaniel Architects shall design interior and exterior renovations to the existing Elementary School building. These designs will improve the functionality, performance, and aesthetics of the existing aged structure.
- b. **Exterior (general):** The new sprinkler system will require a 197 s.f. Fire Pump room addition be constructed adjacent to the existing kitchen. The addition will be constructed with masonry and brick veneer to match adjacent masonry. The roof will be a steel structure with a single-ply EPDM insulated roofing system. A majority of the remaining exterior of the building will remain as-is. Existing building exterior improvements include selective removal of aluminum gutter, wood cornice and related blocking and replacement with new blocking, aluminum cornice and gutter. Repair of the existing wood Cupola is also included in exterior renovations this scope of work will require replacement of damaged wood preparation and painting of the cupola.
- c. **Interior (general):** Interior renovations include selective door hardware replacement, removal and replacement of existing pvc tile flooring and underlayment with new pvc flooring and compatible underlayment for the original 1930's portion of the school (approximately 13,200 s.f.).
- d. **Interior Ceilings:** A majority of the suspended ceilings will be replaced throughout the school to allow installation of a new fire suppression system. Gypsum soffits are also required to route sprinkler piping from kitchen through the cafeteria.

3. **MECHANICAL/PLUMBING/FIRE PROTECTION WORK - GENERAL:**

1. This project will be designed from a mechanical, plumbing and fire protection perspective to comply with the following codes:

- a. International Mechanical Code 2009 Edition
 - b. International Plumbing Code 2009 Edition
 - c. International Energy Code 2009 Edition
 - d. State of Delaware Fire Protection Code including Addendums
 - e. ASHRAE 62 – Ventilation for Acceptable Indoor Air Quality
2. The building shall be designed to be fully protected with a wet pipe automatic fire suppression system.

4. MECHANICAL/PLUMBING (HVAC):

1. Renovation include replacement of two roof mechanical units located over the gym/cafeteria with new RTU units and sound attenuation curbs and related structural reinforcement of the supporting bar joists.
2. Improvements also include demolition of two air handling units and related ductwork, and installation of a new VRF system, condensing unit and radiant heating for the administration area.
3. Controls for all new equipment shall be connected to the existing building control system.

5. FIRE SUPPRESSION:

1. The building currently does not have a sprinkler system and based upon the building size, a wet sprinkler system should be installed throughout the facility. Based upon the flow test information provided a fire pump and booster pump will not be required.
2. The wet sprinkler will need to be distributed throughout the building. The “original school” utilized wood construction and fire suppression will be required above the ceiling where wood construction was utilized. Mezzanine, penthouse areas, and under the stage will need fire protection as well.

6. ELECTRICAL:

1. Interior Lighting
 - a. Existing lighting, ceiling lighting, branch circuits and devices will be salvaged and reinstalled within the new suspended ceilings throughout the school.
2. Electric Service and Main Distribution

- a. Existing electric service and distribution will be re-used to the fullest extent.
- 3. HVAC Services Distribution
 - a. All new HVAC equipment will be provided with new electrical services from the existing distribution system. New panels and feeders will be provided as required.
- 4. General Distribution
 - a. Improvements to existing panelboards and circuits are designated for a portion of the building. All new 120 or 208VAC branch circuits will be provided for new convenience receptacles, water coolers and services to equipment as required.
- 5. Fire Alarm
 - a. The new fire suppression system will be monitored by the fire alarm system using flow switches, tamper switches and pressure switches in dry system areas.
- 6. Security System Raceway
 - a. A new security system raceway will be provided for all new security system services. The raceway system will include conduits, outlet boxes and shared cable tray services to serve all new security devices. Devices to include CCTV Cameras, Card Readers and arming readers for access control, motion sensors and door position switches for intrusion detection.
 - b. The school district will manage the security system vendor selection and services as a separate contract

1.4 TYPE OF CONTRACT

- A. Project will be constructed under a single prime contract.

1.5 WORK PHASES/SEQUENCING

- A. Construction for the Renovations is expected to commence June 15, 2016 and continue through completion by August 16, 2016. The general contractor shall take all appropriate precautions to protect the property and occupants of the adjacent buildings during construction operations when the adjacent buildings are occupied.

1.6 WORK UNDER OTHER CONTRACTS

- A. General: Cooperate fully with separate contractors so work on those contracts may be carried out smoothly, without interfering with or delaying work under this Contract. Coordinate the Work of this Contract with work performed under separate contracts.
- B. Future/Concurrent Work: Owner will award separate contract(s) for the following additional work to be performed at site during completion of this scope of work. Completion of that work will depend on successful completion or coordination of preparatory work under this Contract.

1. Balancing: A separate contract will be awarded for balancing of the HVAC system.
2. Integrated Security Management System.
3. Network (Data and Telephone) Cabling

1.7 USE OF PREMISES

- A. General: Each Contractor shall have limited use of premises for construction operations as indicated on Drawings or determined after award of contract.
- B. Use of Site: Limit use of premises to work in areas indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.
 1. Limits: Confine constructions operations to those areas as needed to complete the work.
 - a. Limit site disturbance, including earthwork and clearing of vegetation, to 20 feet (6.1 m) beyond building perimeter; 10 feet (3 m) beyond surface walkways, patios, surface parking, and utilities less than 12 inches (300 mm) in diameter; 15 feet (4.5 m) beyond primary roadway curbs and main utility branch trenches; and 25 feet (7.6 m) beyond constructed areas with permeable surfaces (such as pervious paving areas, stormwater detention facilities, and playing fields) that require additional staging areas in order to limit compaction in the constructed area.
 2. Owner Occupancy: Allow for Owner occupancy of Project site and use by the public
 3. Driveways and Entrances: Keep driveways loading areas, and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials.
 - a. Schedule deliveries to minimize use of driveways and entrances.
 - b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
- C. Use of Existing Building: Maintain existing building in a weathertight condition throughout construction period. Repair damage caused by construction operations. Protect building and its occupants during construction period.

1.8 OWNER'S OCCUPANCY REQUIREMENTS

- A. Full Owner Occupancy: Owner will occupy site and existing building during when school is in session. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's day-to-day operations. Maintain existing exits. If existing egress configuration can not be maintained during the construction period, the General Contractor shall submit a temporary egress plan to

the authorities having jurisdiction and shall make provisions to provide temporary means of egress as base bid scope of work (this includes any temporary openings and/or walkways required for egress).

1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and authorities having jurisdiction.
2. Provide not less than 5 business days notice to Owner of activities that will affect Owner's operations.

B. Owner Limited Occupancy of Completed Areas of Construction: Owner reserves the right to occupy and to place and install equipment in completed areas of building, before Substantial Completion, provided such occupancy does not interfere with completion of the Work. Such placement of equipment and partial occupancy shall not constitute acceptance of the total Work.

1. Architect will prepare a Certificate of Substantial Completion for each specific portion of the Work to be occupied before Owner occupancy.
2. Obtain a Certificate of Occupancy from authorities having jurisdiction before Owner occupancy.
3. Before Owner occupancy, mechanical and electrical systems shall be fully operational, and required tests and inspections shall be successfully completed. On occupancy, Owner will operate and maintain mechanical and electrical systems serving occupied portions of building.
4. On occupancy, Owner will assume responsibility for maintenance and custodial service for occupied portions of building.

1.9 WORK RESTRICTIONS

A. On-Site Work Hours: Work shall be generally performed inside the existing building during normal business working hours of 7:00 a.m. to 4:00 p.m., Monday through Friday, except as otherwise indicated or negotiated with the Owner.

1. Hours for Utility Shutdowns: To be coordinated with Owner on an incident by incident basis.
2. Hours for Core Drilling and other noise producing activities that could be disruptive to the Owners continued operation within and around the building shall be coordinated with Owner on an incident by incident basis.

B. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after arranging to provide temporary utility services according to requirements indicated:

1. Notify Owner not less than five business days in advance of proposed utility interruptions.
2. Do not proceed with utility interruptions without Owner's written permission.

C. Nonsmoking Building: Smoking is not permitted within the building or within the building site.

1.10 SPECIFICATION FORMATS AND CONVENTIONS

- A. Specification Format: The Specifications are organized into Divisions and Sections using the 50-division format and CSI/CSC's "MasterFormat" numbering system.
 - 1. Section Identification: The Specifications use Section numbers and titles to help cross-referencing in the Contract Documents. Sections in the Project Manual are in numeric sequence; however, the sequence is incomplete because all available Section numbers are not used. Consult the table of contents at the beginning of the Project Manual to determine numbers and names of Sections in the Contract Documents.
 - 2. Division 01: Sections in Division 01 govern the execution of the Work of all Sections in the Specifications.
- B. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:
 - 1. Abbreviated Language: Language used in the Specifications and other Contract Documents is abbreviated. Words and meanings shall be interpreted as appropriate. Words implied, but not stated, shall be inferred as the sense requires. Singular words shall be interpreted as plural, and plural words shall be interpreted as singular where applicable as the context of the Contract Documents indicates.
 - 2. Imperative mood and streamlined language are generally used in the Specifications. Requirements expressed in the imperative mood are to be performed by Contractor. Occasionally, the indicative or subjunctive mood may be used in the Section Text for clarity to describe responsibilities that must be fulfilled indirectly by Contractor or by others when so noted.
 - a. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.

1.11 MISCELLANEOUS PROVISIONS

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 011000